

Dated : 20. 09.2016

TENDER NOTICE FOR SUPPLY OF COMPUTERS


The Department of Administrative Reforms & Public Grievances invites Tender Notice for supply of six in number Personal Computer of HP/Lenovo/Dell brand with following configuration :-

CPU	- I-5 , 6 th Generation
RAM	- Minimum of 08 GB
Hard Disk	- Minimum of 01 TB
Operating System	- Window 10 with latest version of Microsoft Office

2. The bidders may submit their bids as per detail given below:-
- Sealed quotations of both technical bid and financial bids in separate envelopes and put in a big envelope.
 - The Envelope containing Technical bids should contain:-
 - EMD of Rs. 10,000/- (Ten thousand only) in the form of demand draft in favour of DDO, AR&PG, New Delhi. The above amount will be retained by the Department as security deposit/performance guarantee in case of successful bidder. Further the financial bid will be opened only after the party is short listed based on its technical offer.
 - Self-Declaration that the firm has not been black listed by any Govt. Organization.
 - A copy of TIN/PAN issued by the authorized agency.
 - The envelope containing financial bids should provide the rates of Personal Computer including Software and taxes, delivery charges, installation charges etc.
 - The department will reserved the right to selection of brand and configuration of system.
 - The Agency should have experience for supply of Computer and their Peripherals to other Ministry/Department.
 - Agency is responsible for maintenance of system during warranty period .
3. Both the sealed covers should be placed in the main sealed envelope superscribed "**Quotations for Supply of Personal Computer**" and addressed to the Under Secretary (General Admin), Department of Administrative reforms and Public Grievances, Room No. 518-A, 5th Floor, Sardar Patel Bhawan, New Delhi- 110001 so as to reach latest by **3.00 PM on or before 28 September 2016**. The quotation can also be dropped in the tender box kept on Reception Centre of Sardar Patel Bhawan, New Delhi.

4. The **Technical Bids** will be opened by the Tender/Purchase Committee on the same day i.e. **3.30 PM on 28.09.2016** in the Office of Under Secretary (GA) Room No.524, Sardar Patel Bhavan, New Delhi-110001 in the presence of participating bidders, who may wish to be present. Quotation received after stipulated time and date will be rejected forthwith. **Financial Bids** of the technically qualified tenderers will be opened on **28.09.2016 at 4.30 PM**.

5. The Tender Notice is also available on Central Procurement Portal (CPP) and Website of this department (www.darpg.nic.in)


(Arun Kumar Sarkar)

Under Secretary to the Government of India
Tele/Fax: 23401441

Copy to:

(1) Tech. Director, NIC for uploading on CPP & website of the Department.